



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**  
DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

PUBLIC MEETING MINUTES:	<b>BOARD OF CLINICAL SOCIAL WORK EXAMINERS</b>
MEETING DATE AND TIME:	<b>Monday, July 19, 2010, 2010 at 9:00 a.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b> , second floor of the Cannon Building
MINUTES APPROVED	September 20, 2010

#### **MEMBERS PRESENT**

Philip Thompson, Professional Member, **President**, Presiding  
Diane Postell, Professional Member, **Vice President** 9:20 a.m.-10:49 a.m.  
Fran Franklin, Professional Member, **Secretary** 9:08 a.m.-10:00 a.m.  
Ralph Robinson, Professional Member  
Joseph McDonough, Public Member

#### **DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT**

Eileen Heeney, Deputy Attorney General  
Shauna Slaughter, Administrative Specialist II  
Jessica Williams, Administrative Specialist II

#### **ALSO PRESENT**

Gail Levinson, Clinical Social Work Society of Delaware

#### **CALL TO ORDER**

Mr. Thompson called the meeting to order at 9:08 a.m.

#### **REVIEW OF MINUTES**

The Board reviewed the June 21, 2010 minutes for approval. Mr. McDonough made a motion, seconded by Mr. Robinson, to approve the minutes as presented. Motion unanimously carried.

#### **UNFINISHED BUSINESS**

##### **Discussion Regarding Revisions to the Statute and Rules & Regulations**

The Board received a copy of a letter from Julie Jenks Zorach regarding her thoughts and questions on the proposed revisions to the statute. Based on the comments in Ms. Zorach's letter, Board members reviewed the letter and answered the questions presented in the letter. Board members will continue review this letter for further discussion at a later meeting. The definitions section was reviewed and updated.

Records retention was discussed in the meeting and Deputy Attorney General Heeney will continue to look in to this matter and will present the Board with more information at the next board meeting.

### **NEW BUSINESS**

#### **Ratification of Application for Licensure by Reciprocity – Patricia Gaines**

Dr. Franklin made a motion, seconded by Mr. McDonough, to ratify the application for licensure by reciprocity for Patricia Gaines. Motion unanimously carried.

#### **Ratification of Application for Licensure by Reciprocity – Debbie Riddle**

Dr. Franklin made a motion, seconded by Mr. McDonough, to ratify the application for licensure by reciprocity for Debbie Riddle. Motion unanimously carried.

#### **Ratification of Application for Licensure by Reciprocity – Cheryl Metzbower**

Dr. Franklin made a motion, seconded by Mr. McDonough, to ratify the application for licensure by reciprocity for Cheryl Metzbower. Motion unanimously carried.

#### **Review of Application to Sit for the ASWB Exam – Milton Scott**

The Board reviewed Milton Scott's application to sit for the ASWB exam. Dr. Franklin made a motion, seconded by Mr. McDonough, to approve the application. Motion unanimously carried.

#### **Review of Application to Sit for the ASWB Exam – Melissa Gatlin**

The Board reviewed Melissa Gatlin's application to sit for the ASWB exam. Dr. Franklin made a motion, seconded by Mr. Robinson, to approve the application. Motion unanimously carried.

#### **Review of Application to Sit for the ASWB Exam – Tamara Goodacre**

The Board reviewed Tamara Goodacre's application to sit for the ASWB exam. Dr. Franklin made a motion, seconded by Mr. Robinson, to approve the application. Motion unanimously carried.

#### **Review of Applications for Licensure by Reciprocity– Ana Caruso**

The Board reviewed the application for licensure by reciprocity for Ana Caruso. Dr. Franklin made a motion, seconded by Mr. McDonough, to approve the application. Motion unanimously carried.

### **CORRESPONDENCE**

There was no correspondence.

### **OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

Mr. Thompson questioned Ms. Postell if she was interested in attending the Annual Conference this year in New Orleans. Ms. Postell expressed interest in still wanting to attend the Annual Conference. The conference is scheduled for November 11<sup>th</sup> -13<sup>th</sup> in New Orleans, once more details are available, they will be presented to the Board.

**PUBLIC COMMENT**

There was no public comment

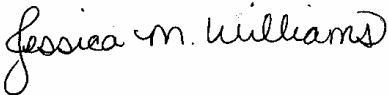
**NEXT MEETING**

The next meeting will be held on September 20, 2010, at 9:00 a.m. in Conference Room A.

**ADJOURNMENT**

Mr. Robinson made a motion, seconded by Ms. Postell, to adjourn the meeting. Motion unanimously carried. There being no further business before the Board, the meeting adjourned at 10:49 a.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Jessica M. Williams". The signature is written in a cursive, flowing style.

Jessica Williams, Administrative Specialist II  
Delaware Board of Clinical Social Work Examiners